



TOWN OF GRAFTON

GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD
GRAFTON, MA 01519

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2022 MAR -8 1 PM 3: 06

Library Planning and Building Committee MINUTES

Remote meeting / Zoom only- Monday, February 28, 2022 6:00p.m.

In attendance: Lisa Rice, member at large; Beth Gallaway, Library Director; Julie Grace, Co-chair; John Stephens, Historic District Commission representative; Andy Jefferson, Finance Committee liaison; Doug Bowman, Board of Library Trustees and Prabhu Venkataraman, Planning Board liaison.

Absent: Mary Fritz, Chair; Doreen DeFazio, Selectboard representative

Guests: Ron Paolillo, DRA; and Mark Sullivan, OPM.

Call to Order : Julie Grace called the meeting to order at 6:02 p.m. Julie read the zoom meeting guidelines. Roll call was taken.

The meeting was conducted remotely and the Zoom meeting link was provided to the public.

I. Review and approve minutes

A. John Stephens made a motion to approve the February 7, 2022 minutes, seconded by Prabhu Venkataraman. Motion passed.

II. Review and approve bills

A. Green Business Certification Inc. \$2,740.00 Leed certification application. Lisa Rice made the motion to pay. Prabhu Venkataraman seconded. Motion passed.

B. American Alarm \$855.77. Installation of alarms. Lisa Rice made the motion to pay. John Stephens seconded. Motion passed.

III. OPM Update - Mark Sullivan

A. 2 things to think about next week. 2 PCOs - PCO #123 - carpet in Beth's office; PCO #118 humidifier installation for about \$17,000 fee. Mark discussed the location of the humidifier. Beth suggested a different location and Ron and Mark discussed Beth's suggestion.

B. Doug asked if there is extra carpet to use. Doug is going to ask the Capital Committee. The total for the project would be \$3,004 for labor and materials using new carpet tiles.

Next meetings:

A. March 7, 2022 6:00 pm - TBD

B. April 4, 2022 6:00 pm - TBD

IX. Adjournment

Lisa Rice made a motion to adjourn at 6:22 pm. Beth Gallaway seconded. Motion passed.